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ALEC Committee Minutes

Agricultural Leadership, Education &  
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9-2014

## September 26, 2014 - ALEC Faculty Meeting Minutes

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**Department of Agricultural Leadership, Education and Communication**

Faculty Meeting Agenda

September 26, 2014

AGH 311

**Old Business**

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1. Approval of Minutes – April 18, 2014	Balschweid	<b>Action Item</b>
2. Advisory Council Structure	All	<b>Update</b>
3. Electronic Submission of All ALEC Syllabi		Announcement
4. Other		

**New Business**

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1. ALEC Move to Filley Hall	Balschweid	<b>Action Item</b>
2. Recruitment Activities	Snell	
3. 2014-15 ALEC Committee Structure	All	
4. Other -		

**Committee Reports**

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Promotion and Tenure	Bell
Undergraduate Curriculum	Terry
Graduate Education	Matkin
Recruitment and Retention	Snell
CASNR Faculty Advisory Committee	Hastings
CASNR Curriculum Committee	Husmann
Other Committees (as needed)	

**Call for Research Proposals**

American Association for Agricultural Education – January 19, 2015

**Call for Grant Proposals**

Nebraska Research Initiative (FY15) – October 24, 2014

**Grant Activity**

<b>Teaching/Research/Extension Grants (since September 2013)</b>	
<b>McElravy &amp; Matkin</b> (Rural Futures Grant)	\$25,000
<b>Matkin &amp; Burbach</b> (Kelly Fund Award)	12,451
<b>Forsberg &amp; Farrell</b> (Cooper Foundation – Platte Basin Time Lapse Project)	100,000
<b>Farrell &amp; Forsberg</b> (Platte Valley Financial Services – Platte Basin Time Lapse Project)	100,000
<b>Forsberg &amp; Farrell</b> (NE Environmental Trust – Platte Basin Time Lapse Project)	92,000
<b>Agnew &amp; Kreifels</b> (NE Soybean Board – CASE 2014)	25,000
<b>Harms &amp; Wilkerson</b> (Nebraska Soybean Board 2014-15)	200,000
VanDeWalle & <b>Kreifels</b> (NE Environmental Trust – Water Resources Ed.)	157,300
Pennisi, <b>Kang</b> & Wall (Eco-, Agro-tourism Development in Nebraska)	25,000
Field, <b>Hastings</b> , et al. (Rural Community Serviceship)	21,545
Engelhaupt & <b>Kreifels</b> (Partnerships for Innovation – CASE 2014)	20,500
<b>Total (Funded)</b>	<b>\$778,796</b>

## **ALEC Faculty Meeting**

### **Minutes**

**September 26, 2014**

Present: Stacey Agnew, Mark Balschweid, Lloyd Bell, Kathy Bennetch, Karen Cannon, Nicole Bauer, Beth Down, Mike Farrell, Mary Garbacz, Jennifer Greenlee, Lindsay Hastings, Dann Husmann, Myunghwa Kang, Eric Knoll, Matt Kreifels, Tiffany Luethke, Gina Matkin, L.J. McElravy, Sarah Mullen, Laura Snell, Roddy Spangler, Roger Terry

### **Old Business**

**Motion - Husmann moved to approve the April 3, 2014 minutes. Seconded by Matkin. Approved.**

#### *Advisory Council Structure*

November 5 is the next ALEC Advisory Council meeting and the structure of the council membership will be more specific to each program area. Each program faculty will select their members for their specific council representatives. Program areas will have much greater flexibility and autonomy; however, these members are serving in an advisory capacity only, they are not actually writing policy, dictating curriculum, etc.

#### *New Faculty*

Three individuals have been added to ALEC since the last spring meeting. Additional faculty members were introduced: Eric Knoll in Skilled and Technical Sciences; Carmen Zafft, Leadership; and L.J. McElravy transitioning into his faculty role in Leadership.

### **New Business**

#### *ALEC Move to Filley Hall*

Balschweid announced that Food Science and Technology department will be moving out of Filley and moving to Nebraska Innovation Campus. The projected timeline is July 2015. Several other renovations are happening on east campus including CY Thompson Library, possibly Miller Hall when the new student residence hall will be built, and Biochemistry Hall may be taken down. Half of the departments on East Campus are going to be impacted by these moves. ALEC outgrew 300 Ag Hall at least three years ago, which is why the AESC program is located over in the Ag Communication building (ACB). Even doing that, ALEC is still over capacity. The programs and the people that currently are in 300 Ag Hall will all move to Filley Hall. This includes NHRI and FFA Foundation. AESC will stay in ACB. ALEC will have a classroom with reservation priority in Filley Hall. ALEC will not be required to purchase new furniture and should not be expected to pay for any of the new renovations, painting, carpeting, lighting, etc.



### *Recruitment Activities*

Snell has been in her new recruiting position almost a year and wanted to explain what the Recruiting Coordinator position means, and what she actually has done this year. Some of the recruiting duties, meetings and events she participated are outlined below:

- First learned the curriculum and the forms for each particular major
- Attended 52 meetings with parents and students, which ALEC faculty had to do previously
- East Campus Visitors Center organized the student visits to campus and coordinated those meetings with Laura
- Friday and Monday are Red Letter Days and Laura has been on campus and ready for a student interested in ALEC programs.
- When someone calls on a ALEC faculty and wants information on a specific program or advancing the 2+2 or 3+1 programs, they can forward the caller to Laura
- Sending out more recruiting mailings to those potential students who have formerly applied or looked into ALEC programs
- Individual letters sent to students accepted into our programs saying, "I can't wait to see you."
- Developing hands-on activities that are specific to the major they are interested in, such as AESC or HRTM, etc. Organized a milk tasting at the State Fair and collaborated with CASNR Dean's office to host a scavenger hunt at Husker Harvest Days. Snell is prepared for diversified age groups visiting campus from elementary to middle school to 12th grade. Strengthening the partnerships between the state college and local community colleges.
- Developed a brochure for the Skilled and Technical Sciences, and various programs for each specific community college; currently, Wayne State College and Northeast Community College.
- Established contacts with these colleges so the students know to contact the ALEC recruiter first, who will get them connected to their program advisors and teachers so they can graduate in four years, etc.

### ALEC Growing Numbers:

<b>Program</b>	<b>2014/new</b>	<b>2013</b>	<b>Change</b>
AEDU	68 (26)	61	13.1%
AESC	28 (9)	25	12.0%
HRTM	20 (7)	10	100%

<b>Transfer Students</b>	
AEDU	6 out of the 26
AESC	2 out of the 9
HRTM	4 out of the 7



#### Retention:

- Visiting ALEC classes
  - Invite students to stop by, to visit, or to call
  - Give out contact information so students know how to contact the ALEC recruiter
- National Teach Ag Day had a table on campus and handed out stickers, pizza and information about the day and the Ag Education program.
  - Hope to do this for other programs as well
  - Other ideas, let Laura know
- Assigned Nicole and Bala to create individual projects for students to do on campus that are relevant to their major for retention and recruitment
  - Currently most popular is the broadcast center within the AESC program

#### Events:

- Nebraska World Food Prize had 15 students from 9 groups this year, which is the most diverse group hosted up to this point
- More departmental help and involvement this year
- At the Global Youth Institute in Des Moines, Iowa the students go through another similar environment as what they did here at UNL
- Goal to get advisors and professors to World Food Prize conference in Des Moines recruiting and continue our participation and make it a strong program in Nebraska.
- Develop more hands-on events that make the students interested in our programs
- Husker Harvest Days is good for recruitment because the partnership schools are sending their students to this event and where they ask questions about transferring and things they had forgotten to ask before

#### *2014-15 ALEC Committee Structure*

Balschweid suggested the committee chairs review the presented committee representative list and if anyone would like to be removed from a committee or added to a committee, to contact Kathy with those changes. Then, an electronic vote of the faculty to approve that committee list will be taken. Other university committees are listed on the back. The purpose of this list is to help recognize individuals who are giving their time on these university committees also and to make sure ALEC has strong representation across campus.

#### *Syllabus Update*

Husmann reminded the faculty that the dishonesty code or at least the website link should be on each course syllabus. Also, the emergency plans should be in the syllabus. The instructor and the student should know specifically where to go for a tornado, active shooter, fire, etc.

#### **Committee Reports**

##### *ALEC Promotion & Tenure Committee*

Bell reported they received a request from Patricia Fairchild to be considered for ALEC Emeriti faculty. The committee reviewed her credentials and advanced their recommendation to the CASNR Dean's Council who approved her request upon her retirement on December 31, 2014. Dr. Fairchild has been notified of this approval.





*Undergraduate Curriculum Committee*

Any changes to the bulletins need to be in soon. ACE 10 and ACE 8 re-certifications need to be done by October 1.

*Graduate Education Committee*

Matkin reported the committee considered the application of Dr. Carmen Zafft to associate graduate faculty status and voted to approve her. The Graduate Office has voted to approve also. Dr. Carmen Zafft is now a member of the ALEC graduate faculty team.

*CASNR Faculty Advisory Committee*

Hastings reported they plan on surveying recent CASNR graduates (4-6 years); asked for input on new Faculty Orientation activities; and a new subcommittee will be looking at advising load for faculty.

*CASNR Curriculum Committee*

Husmann mentioned CREQ updates for the upcoming bulletin are due on December 15, 2014. This includes any modifications to the option's four year plans and each option's learning outcomes. Even with no changes to either the option, outcomes, or four year plans, CREG will need your approval. Contact Karen Jackson if you have questions about CREQ and its related tasks. Carol Wusk will need changes to any of these items for the CASNR Curriculum Committee review by November 2. Remember, agenda items need to be submitted two weeks before the November 2 meeting.

The Higher Learning Commission Report for UNL is being developed this fall and will be written this spring. ALEC's flagship courses for ACE 10 will comprise the majority of the report. Remember that both ACE 10 and ACE 8 re-certifications are due this fall before the holiday closedown.

ALEC students who are on probation from the previous summer and/or spring semesters may need to schedule a probation intake session with their advisers as part of their Academic Recovery Plan (ARP). The ARP is designed to outline a plan on how students who are on probation are going to overcome and get back to a student in good standing.

*AESC Search Committee*

Terry announced that three candidates have applied so far for the AESC tenured faculty position (July 1, 2015 start date). The Search Committee is scheduled to meet October 23.

**Motion - Husmann moved to adjourn. Seconded by Matkin. Approved.**

